



COUNTY OF SAN DIEGO  
Great Government Through the General Management System – Quality, Timeliness, Value  
DEPARTMENT OF HUMAN RESOURCES

CLASS SPECIFICATION

CLASSIFIED

OCCUPATIONAL/PHYSICAL THERAPIST  
SENIOR OCCUPATIONAL/PHYSICAL THERAPIST

Class No. 004421  
Class No. 004422

■ CLASSIFICATION PURPOSE

To administer medically necessary occupational or physical therapy services as prescribed by physicians to children or adults with neuromuscular and/or musculoskeletal disorders; and to perform related work.

■ DISTINGUISHING CHARACTERISTICS

Occupational/Physical Therapist:

Occupational/Physical Therapist is the entry/journey level class in the Occupational/Physical Therapist series. Occupational/Physical Therapists are found exclusively in the Health & Human Services Agency and the Sheriff's Department. Incumbents provide medically necessary therapy to either physically disabled children or adults.

Senior Occupational/Physical Therapist:

Senior Occupational/Physical Therapist is the lead level class in the Occupational/Physical Therapist class series. Senior Occupational/Physical Therapists are found exclusively in the Health & Human Services Agency. Incumbents provide medically necessary therapy to physically disabled children and provide consultation to other agencies and assist in the technical supervision and training of lower level professional and support therapy staff. Senior Occupational/Physical Therapists differ from Supervising Occupational/Physical Therapists in that the latter are first line supervisors.

■ FUNCTIONS

The examples of functions listed in the class specifications are representative but not necessarily exhaustive or descriptive of any one position in the classes. Management is not precluded from assigning other related functions not listed herein if such duties are a logical assignment for the position.

Occupational/Physical Therapist

Essential Functions:

1. Provides medically necessary occupational or physical therapy services within a school based setting to children with neuromuscular and/or musculoskeletal disorders or to children at risk of developing those disorders (HHSA/CCS only).
2. Provides group programming in the jails' psychiatric units and open sub-acute rehabilitation services to adults in jail medical units (Sheriff's department only).
3. Schedules, examines, evaluates, and identifies physical capabilities and disabilities.
4. Develops therapeutic goals, objectives, and treatment plans.
5. Uses therapeutic techniques and exercise.
6. Monitors and charts patient's therapy progress.
7. Participates in medical therapy conferences.
8. Evaluates, orders, and maintains medically necessary equipment related to this discipline.
9. Maintains medical charts.
10. Fabricates and maintains special adaptive therapy equipment and devices.
11. Assists physicians in the evaluation of patients by administering various ability tests.

12. Provides consultation and instruction to parents and relatives or interested individuals in methods of continuation of treatment at home and in a school environment.
13. Provides consultation and instruction to school district personnel within the school setting.
14. Provides courteous, high quality service to members of the public by personally responding to requests for service or making appropriate referral.

#### Senior Occupational/Physical Therapist

##### Essential Functions:

All of the functions listed above and

1. Provides direction, training, and discipline-specific technical support for lower level professional staff and therapy support staff.
2. Assists the Supervising Occupational/Physical Therapists in overall unit management.
3. Evaluates and treats children with complex conditions and diagnoses.
4. Consults with physicians, parents and educators regarding child therapy issues.

#### ■ KNOWLEDGE, SKILLS AND ABILITIES

##### Knowledge of:

- Principles, methods and equipment used in occupational or physical therapy for children, adolescent or adult patients with neuromuscular and/or musculoskeletal disabilities.
- Special techniques of occupational or physical therapy applicable to various physical conditions.
- Human anatomy and physiology including all systems of the body, with emphasis on musculoskeletal, circulatory, and nervous systems.
- Concepts, scope, and function of occupational or physical therapy and its relationship to other health professions.
- Medical terminology and record keeping.
- Professional ethics, conduct, and legal issues applicable to the provision of occupational or physical therapy care.
- State, County, and program policies for the treatment of patients and the customary patterns for the delivery of health services.
- Fabrication, use, and care of adaptive devices and equipment.
- Pathophysiological conditions resulting from injury and disease, and psychological reactions to illness and disease.
- Principles and practices of promoting independence in activities of daily living.
- Relationships of anatomical structures to normal and abnormal movement, including surface anatomy.
- Neuro-physiological approach to neuro-muscular dysfunction.
- The interrelationship of the various disciplines involved in the rehabilitation of physically disabled children.
- Normal and atypical growth and development of children.
- Medical legal aspects of occupational and physical therapy.
- Telephone, office, and online etiquette.
- County customer service objectives and strategies.

##### Senior Occupational/Physical Therapist (in addition to the above):

- Principles and practices of lead work and training.

##### Skills and Abilities to:

- Apply occupational or physical therapy principles and techniques in the treatment of children, adolescents, or adults with physical disabilities.
- Deliver prescribed occupational or physical therapy services.
- Evaluate patient progress and maintain appropriate records.
- Maintain a caseload and provide case management.
- Establish and maintain effective interpersonal relations when dealing with patients, patients' families and caregivers, and professional staff.
- Use special equipment applicable to occupational or physical therapy.
- Communicate effectively orally and in writing.
- Communicate effectively with a variety of individuals representing diverse cultures and backgrounds and function calmly in situations, which require a high degree of sensitivity, tact and diplomacy.
- Assess the customer's immediate needs and ensure customer's receipt of needed services through personal service or by making referral.

Senior Occupational/Physical Therapist (in addition to above):

- Direct and train subordinate staff in occupational or physical therapy techniques, interventions, exercises and equipment. Prepare and maintain on-going records and reports for department administration and state program reviewers.
- Act in the absence of the supervisor.
- Assist supervisors in establishing ratings for technical discipline- specific areas of the employee performance evaluations.

■ EDUCATION/EXPERIENCE

Education, training, and/or experience that demonstrate possession of the knowledge, skills and abilities listed above. Examples of qualifying education/experience are:

Occupational/Physical Therapist: OCCUPATIONAL THERAPY OPTION

Successful completion and graduation from an occupational therapy school approved by the Accreditation Council for Occupational Therapy Education (ACOTE) or Essentials, certification or eligibility for certification through the National Board for Certification in Occupational Therapy, Inc. (NBCOT), and license or eligibility for licensure through the California Board of Occupational Therapy (CBOT).

Occupational/Physical Therapist: PHYSICAL THERAPY OPTION

Successful completion and graduation from an accredited physical therapy school, and licensed or eligible for licensing through the State of California Department of Consumer Affairs, Physical Therapy Board of California.

Senior Occupational/Physical Therapist: OCCUPATIONAL THERAPY OPTION

Successful completion and graduation from an occupational therapy school approved by the Accreditation Council for Occupational Therapy Education (ACOTE) or Essentials; AND, two (2) years of work experience as a certified or licensed occupational therapist.

Positions in CCS require physical disabilities pediatric work.

Senior Occupational/Physical Therapist: PHYSICAL THERAPY OPTION

Successful completion and graduation from a physical therapy school accredited by the State of California Department of Consumer Affairs, Physical Therapy Board of California; AND, two (2) years experience as a licensed physical therapist.

Positions in CCS require physical disabilities pediatric work.

■ ESSENTIAL PHYSICAL CHARACTERISTICS

The physical characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of the classifications. Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

Frequent: walking, standing, squatting, kneeling, simple grasping, fine manipulation, and reaching. Constant bending at the neck and waist, repetitive use of hand, and twisting of neck and waist. Must be able to lift and carry items up to 30 pounds. Occasional: sitting, climbing, crawling, power grasping, pushing, and pulling.

■ SPECIAL NOTES, LICENSES, OR REQUIREMENTS

License

A valid California class C driver's license, which must be maintained throughout employment in this class, is required at time of appointment, or the ability to arrange necessary and timely transportation for field travel. Employees in this class may be required to use their own vehicle.

Occupational/Physical Therapist/Senior Occupational/Physical Therapist: OCCUPATIONAL THERAPY OPTION

Professional License: Incumbents must be licensed as an occupational therapist by the California Board of Occupational Therapy or be in the process of obtaining licensure in California. See note below.

Note: Occupational therapy applicants who are new graduates, who have not yet been licensed or licensed occupational therapists in another state besides California, must show proof of application for licensure as an occupational therapist with the California Board of Occupational Therapy (BOT). They must have completed an accredited

Occupational Therapy program, including the minimum hours of required fieldwork, and passed the national examination administered by the National Board for Certification in Occupational Therapy (NBCOT). Applicants who have applied for and been found eligible to take the next scheduled examination and those awaiting test results can apply for a limited permit and practice as an occupational therapist under the supervision of a licensed occupational therapist. Applicants must obtain their license per BOT or they will be terminated from county service.

Effective January 1, 2004, per the Occupational Therapy Practice Act, section 2570.4(d), individuals licensed in another state are allowed to practice in California for up to 45 days provided they work in association with a person that is licensed in California as an occupational therapist.

#### Occupational/Physical Therapist/Senior Occupational/Physical Therapist: PHYSICAL THERAPY OPTION

Professional License: Applicants must be licensed as physical therapists with the State of California Department of Consumer Affairs, Physical Therapy Board of California or be in the process of obtaining licensure in California. See note below.

Note: If hired, graduates of accredited or approved schools of physical therapy that have filed an application for a license with PTBC must obtain their license within six (6) months from the time of hire, or be terminated from County Service. Physical therapy applicants, who are licensed physical therapists in another state besides California, must show proof of application for licensure as a physical therapist with the State of California Department of Consumer Affairs, Physical Therapy Board of California. These physical therapist license applicants must obtain their license as provided in the California Business and Professions Code; Division 2; Chapter 5.7; Section 2636.5 and Section 2639 or they will be terminated from county service.

#### Certification/Registration

A valid National Provider Identification Number (NPI) is required at the time of employment, or proof of application must be provided within sixty (60) days of beginning employment. Incumbents are required to maintain the NPI throughout employment in this class.

#### Working Conditions

Incumbents may be in contact with violent, contagious, or unpredictable patients. Incumbents will be required to make periodic visits to clients' homes.

#### Background Investigation

Must have a reputation for honesty and trustworthiness. Felony convictions will be disqualifying. Misdemeanor convictions may be disqualifying depending on type, number, severity, and recency. Prior to appointment, candidates will be subject to a thorough background investigation which may include a psychological, polygraph or other examination or test.

#### Probationary Period

Incumbents appointed to permanent positions in these classes shall serve a probationary period of 12 months (Civil Service Rule 4.2.5).

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Occupational/Physical Therapist (Class No. 004421) Union Code: PR Variable Entry: Y  
Senior Occupational/Physical Therapist (Class No. 004422) Union Code: PR Variable Entry: Y